

As a general policy, the use or possession of any alcoholic beverage is strictly prohibited on all University property except when appropriate University approval is given, subject to legal requirements. Requests to serve alcohol will be examined on a case-by-case basis and permission to serve alcohol at an event on campus is considered an exception to the policy. Alcoholic beverages may be served or consumed only at 1) luncheons, dinners or receptions of the university in honor of certain individuals; 2) in connection with official university events; 3) in connection with fundraising activities for university programs; or 4) other events approved by the Chancellor or designee as in furtherance of the university mission.

According to the UM Collected Rules and Regulations 110.050 on Alcoholic Beverages, UMKC's Chancellor has the authority to delegate the responsibility to act on requests for alcohol use on University property for single events and reoccurring similar events in designated conference, meeting, or dining facilities to the Vice Chancellor of External Relations and Constituent Engagement. In addition, the CRR 110.050 specifies that all University venues need to include the appropriate license and comply with State law.

Conditions for all UMKC events that are approved to have alcohol present:

No UMKC employee, organization, affiliate, or student organization shall knowingly violate any of the policies listed below:

- 1) Persons under 21 years of age are not permitted to possess or consume alcohol within the borders of the State of Missouri. Official identification may be required by the server to verify that a person has attained the legal age for possessing or consuming alcohol.
- 2) No University funds or activity fees can be used to pay for alcohol beverages on or off campus except through specified University "gift accounts" or other previously authorized accounts.
- 3) Events serving alcoholic beverages may not be held adjacent to classrooms that are in session.
- 4) No advertising that implies or acknowledges alcohol-related events is permitted.
- 5) The University contracted food vendor shall be the exclusive licensed server of alcoholic beverages on UMKC campuses and shall obtain whatever license is required in order to dispense alcoholic beverages at the approved venues.
 - a. The University contracted food vendor shall furnish, for a fee, setups and services needed for an event approved to be held on campus.
 - b. The University contracted food vendor shall provide all qualified personnel necessary for and have full control over dispensing alcoholic beverages at approved events.
 - c. All alcoholic beverages are to be purchased by the host organization and delivered to the University contracted food vendor for serving.
 - d. No alcoholic beverages other than those served by the University contracted food vendor may be dispensed.
 - e. Members and guests of the sponsoring organization may not carry alcoholic beverages outside the area in which they are being served.
 - f. Nonalcoholic beverages and food must be provided at all events where alcoholic beverages are served.
 - g. No alcohol sales or "cash bars" are allowed.
- 6) Use of alcoholic beverages is permitted only for approved events held in the following venues:

- a. Administrative Center Conference Facilities
 - b. Atterbury Student Success Center Pierson Auditorium and Chancellor’s Dining Room
 - c. Bloch Executive Hall for Entrepreneurship and Innovation-
Third Floor Innovation Lab Room #331 and Fourth Floor Boardroom #413
 - d. Diastole Center
 - e. Durwood Stadium Suite #203
 - f. Fine Arts Building Gallery of Art
 - g. Health Sciences Building conference rooms
 - h. Katz Hall Exhibition Room #101
 - i. Miller Nichols Library Dean’s Conference Room #325
and Emeritus College Conference Room #226
 - j. Olson Performing Arts Center
 - k. School of Dentistry Faculty Lounge
 - l. School of Law Stoup Courtroom and Student Lounge
 - m. Scofield Hall Rooms 111-112
 - n. Spencer Chemistry Building, Rooms 518 and 522
 - o. Student Union conference rooms
 - p. Swinney Recreation Center
 - q. The National Museum of Toys and Miniatures--Tureman Education Center and Patio
(located on the campus of University of Missouri- Kansas City)
- 7) Sponsors of an event involving alcoholic beverages are held responsible for actions of their guests.
- 8) For any UMKC events approved to serve alcoholic beverages that are held off-campus, due to liability issues, it is required that licensed caterers serve the event.
- 9) Sponsoring individuals or organizations may be required to attend risk-management training as a condition of approval.

Procedure for requesting approval to serve alcoholic beverages:

- 1) A university unit or affiliated organization wishing to serve alcoholic beverages on campus must submit a *Request to Use Alcoholic Beverages on University Property* form to the Vice Chancellor Of External Relations and Constituent Engagement prior to any public announcement, but in no case less than two (2) weeks before the event. At minimum, the request should specify:
- a. The date and time of the activity.
 - b. The name of the group making the request and the general makeup of its constituency.
 - c. The location of the activity.
 - d. The nature of the activity and the general type of the group to attend.
 - e. The name of the person exercising responsibility for the activity.
 - f. Each request will be reviewed based on the event’s relation to the University’s Mission or fundraising goals as well as the proposed event time and location in relation to scheduled student activities or classes that are in session.
 - g. Persons or organizations submitting a request for review should indicate alternate times/locations for the event.
 - h. External organizations should include a copy of a fully executed Facilities and Services Agreement.